

**MINUTES OF THE BOARD MEETING
OF THE BRISTOL COUNTY WATER AUTHORITY**

**Wednesday, June 25, 2014
450 Child Street, Boardroom, Warren, RI**

Pursuant to proper notice, the Board Meeting of the Bristol County Water Authority was called to order by Chairman Klepper at 6:00 pm, 450 Child Street, Boardroom, Warren, Rhode Island.

Executive Director Pamela Marchand, Legal Counsel Joseph Keough and the following Directors were in attendance at the commencement of the meeting:

Paul Bishop, William Gosselin, Joel Hellmann, John Jannitto, Allan Klepper, Bradford Louison, Georgina Macdonald, Raymond Palmieri, Sr., Frank Sylvia

Directors Absent: None

1. Public Input - None

2. Presentation – BCWA Auditors Report

Chairman Klepper introduced BCWA's auditors Donna Caccia and Gail Wilcox from Cayer Caccia LLP.

D. Caccia stated that G. Wilcox had been the on-site auditor. No problems or deficiencies were reported with BCWA's audit for FY2014. BCWA had an 11% rate increase in FY2014, with an increase in revenue of 9%. BCWA's pension plan is 89% funded with BCWA making a required contribution of 115% or \$241,926. OPEB liability has decreased significantly in recent years, with total accrued expense liability being at \$1.9 million.

Ms. Caccia suggested BCWA update its Policies & Procedures Manual to incorporate the new financial, billing, and management software and related updates.

3. Minutes

Director Macdonald made the following motion seconded by Director Hellmann

MOTION: To approve the minutes of the 5/29/14 Board Meeting.

Motion passed unanimously.

Director Palmieri made the following motion seconded by Director Bishop

MOTION: To approve the minutes of the 5/29/14 Annual Board Meeting.

Motion passed unanimously.

4. Executive Directors Report

Executive Director P. Marchand – BCWA will receive a Certificate of Approval from DOH for the Maple Ave. project in July, project to be completed in November. BCWA participated in an EPA exercise contaminant incident – it was a good exercise working with EPA information sources - some of which were not known to be available. The General Assembly has approved the reinstatement of the BCWA's Treasurer and Secretary positions, item will be on the agenda for July. Also, the Barrington Town Council suggested that BCWA's Chair and Vice-Chair could be appointed Secretary and Treasurer, matter to be discussed at next month's meeting.

TTHM's passed for the second quarter (averaged with the first quarter numbers that we believe to be in error), but may not pass for the third quarter, as the higher temperatures and chlorine levels of the summer produce higher THMs. Consensus of the Board for the Executive Director to notify the public before there is a violation. Item to be discussed at next month's meeting.

Article 5 - Director Sylvia stated he was concerned by the serious allegations made by Representative Gallison against the BCWA. Executive Director P. Marchand stated that she had provided information to the Representative, the Town Councils, and for a Tri-Town Meeting. The East Providence Water Division, that initiated the project, did not receive the support of their Town Council. Providence Water was against passing Article 5, as it would mean a loss of revenue for them, also Warren was not on board with signing a resolution approving this article.

Consensus of the Board was for the Executive Director to write a letter to the editor stating information had been provided to the Town Councils and the Board still supports the project. Copies of all correspondence to be sent to the Board.

Chairman Klepper stated Representative Gallison should be invited to the 7/9/14 Special Board Meeting.

5. Financial Report

Finance Manager M. Champagne explained the new chart of accounts and will be meeting with the Finance Committee on the design of a new finance report.

Director Jannitto made the following motion seconded by Director Bishop

MOTION: To accept the financial report, as presented.

Motion passed unanimously.

6. IT Report – Computer Installation

Executive Director P. Marchand stated that customer service will be working duplicate systems through July, with an expected go live date of August 1. Training with Elements software is in progress.

7. Bid Award – SCADA – (Supervisory Control and Data Acquisition)

Executive Director P. Marchand stated 2 bids were received for our instrumentation system. It is recommended to award the bid to the lowest responsible bidder, Harbor Controls.

Director Bishop made the following motion seconded by Director Macdonald

MOTION: To award the bid for SCADA equipment to Harbor Controls of North Kingstown, RI, at a price of \$79,818.00, as presented.

Motion passed unanimously.

8. Professional Liability Insurance for Engineers

Executive Director P. Marchand stated insurance is needed for our engineers who sign plans. The Executive Director has requested clarification from the State. Item to remain on the agenda.

9. Availability of Annual Report on Website

Executive Director P. Marchand stated the Annual Report is on our website.

10. Discussion – Defeat of Article 5 – Next Steps

Chairman Klepper stated that this item will be discussed at a later time.

11. Progress Report

Poppasquash – project is more than 50% complete.

Maple Avenue, Barrington – project has started, originally delayed because of the golf tournament.

DOH – Certificate of Approval – certificate will be received in July.

12. Finance Committee Report

Doodle to be sent to Committee with available meeting dates.

13. Board Correspondence

Chairman Klepper stated a Special Meeting will be held 7/9/14 for a bid award for Anawan.

14. Next Scheduled Meeting

7/9/14 Special Board Meeting

7/30/14 Board Meeting.

15. Adjournment

Director Jannitto made the following motion seconded by Director Macdonald

Motion: To adjourn the meeting.

Motion passed unanimously.

There being no further business the meeting was adjourned at 8:00 pm.

Allan C. Klepper
Chairman